

**Burlingame City Council Minutes**  
**Regular Meeting - DRAFT**  
**April 17, 2006**

**1. Call to Order by Mayor.**

The Mayor called the meeting to order at 7:03pm.

**2. Roll Call.**

Roll Call:	Present:	Bill Kraus Kevin Fry Ron Nichols Dustin Swander
	Absent:	Chris Dubois Julie Sanders
	Staff Present	Kurt Hassler, City Administrator Christina Lewis, City Clerk

**3. Citizen Comments.**

None.

**4. Minutes, Minutes, and March, 2006 Financial Statement.**

Motion to approve the minutes from March 27<sup>th</sup> work session, April 3<sup>rd</sup> regular meeting, and the March, 2006 financial statement by Nichols and seconded by Fry.

Vote:	Ayes:	Kevin Fry Ron Nichols Dustin Swander
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**7. Fireworks Request.**

The Council was informed by the City Administrator that there was a charge of \$6.00 per car to get into the State Park and that no “for profit” vendors would be allowed at the event. The Council had a general discussion regarding the event and what other option may be available. It was determined that the City could not do anything on its own for \$1,000.

Motion to authorize staff to cut a check for \$1,000 to the Osage County Fireworks Festival by Nichols and seconded by Swander.

Vote:	Ayes:	Kevin Fry Ron Nichols Dustin Swander
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**8. Pool Personnel.**

Motion to enter into executive session to discuss Assistant Lifeguard and Lifeguard candidates by Fry and seconded by Swander.

Vote:	Ayes:	Kevin Fry Ron Nichols Dustin Swander
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Council entered into executive session at 7:20pm.

Council returned to open session at 7:30pm.

Motion to:

- raise Debbie Parson to \$8.10 per hour;

- hire Clay Fagan and Briana Fagan as Assistant Managers at \$7.00 per hour;
- hire Marcie Love and Kathleen Kendall as Lifeguards at \$6.00 per hour,
- hire Brook Bingham and Heather Hoie as Lifeguards at \$5.75 per hour,
- and hire Tyler Davis, Joel Bevit, Krista Banzhaf, Kelsey Acres, and Megan Atchison as Lifeguards at \$5.50 per hour.

by Fry and seconded by Swander.

Vote:	Ayes:	Kevin Fry
		Ron Nichols
		Dustin Swander

**9. Building Permits.**

The Council was informed of a conflict between current operations and the City Code. The current City Code states that permits should be issued for many items not currently enforced. Currently permits should be required when people are making upgrades to plumbing and electrical systems, but staff has never enforced this. The Council discussed the issue and some concerns regarding enforcement of any rules enacted by the City. The general agreement was the current policy used by staff of requiring building permits for construction of fences, decks, the enlargement of an existing structure, or the construction of a new permanent structure would remain. Staff was directed to draft a new ordinance to match the current policy and bring it back to the Council for consideration at a future meeting.

Motion to table this item to a future meeting by Swander and seconded by Nichols.

Vote:	Ayes:	Kevin Fry
		Ron Nichols
		Dustin Swander

**10. 125 W. Lincoln Avenue.**

The Council discussed the possibility of authorizing staff to attend the auction schedule on May 2<sup>nd</sup> and purchase the property at 125 W. Lincoln Avenue for possible use as a grocery store. It was determined that the City would wait until after the auction to determine possible options that may be available. The Council was concerned that this house was not a good location for a possible grocery store.

No action was taken.

**11. Reports.**

Kurt Hassler – Mr. Hassler informed the Council that surplus vehicles bids were opened on Wednesday after the packets had been sent out. It was recommended that the Council approve the highest bids for each item at this meeting to allow those that had bid on the items to pick them up.

Motion to accept the following bids:

- Blue utility truck to Jim Welch for \$201.10;
- Bucket truck to Steve Davidson for \$4,123.00;
- Purple GMC dump truck to Ray Hovestadt for \$925.00;
- Orange dump truck to Ray Hovestadt for \$805 when replaced;
- Oil distributor truck to Roy Rickel for \$50.00;
- Oil distributor wagon to Ray Hovestadt for \$10.00;
- Power plant lights to Gerald Britschge for \$126.00;
- Computers and accessories to Ray Hovestadt for \$31.01;
- Woods finish mower to Norman Bloomquist for \$150.00;

by Fry and seconded by Nichols.

Vote:	Ayes:	Kevin Fry
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Ron Nichols  
Dustin Swander

Mr. Hassler also asked the Council to appoint a Director #2 to KMEA to represent the City of Burlingame.

Motion to appoint Kurt Hassler as Director #2 to KMEA by Fry and seconded by Swander.

Dustin Swander – Mr. Swander stated he had been asked questions about the brick removed from Santa Fe Avenue for the water project. Mr. Hassler stated the brick would be replaced once the project had been completed. City crews should have this completed by the end of this summer.

Ron Nichols – Mr. Nichols asked about the letters sent out by the City regarding the sales tax. Mr. Hassler informed him that these letters were sent to all commercial customers of the City. The enclosed forms need to be completed and returned to City Hall. When completed this may allow business to exempt themselves from a portion of the sales tax charged on utilities as allowed by State law. Mr. Nichols also asked about vehicle maintenance. He was informed that staff is working on a list of all the vehicles and required maintenance. It is very slow in progressing, but a program should be established by this summer.

Kevin Fry – Mr. Fry asked if any of the City staff was subject to drug tests and how often. He was informed that all staff was subject to drug testing and it was all random. Drug tests could also be required in the event of an accident or with reasonable suspicion.

Bill Kraus – Mr. Kraus asked if something could be done about the hole on Santa Fe Avenue in front of his store. The rock was starting to shift and several of the valves were sticking up out of the ground. Mr. Hassler stated he would direct the contractor to re-grade the rock and make it smoother for traffic.

**12. Adjournment.**

Motion to adjourn the meeting by Swander and seconded by Fry.

Vote:	Ayes:	Kevin Fry
		Ron Nichols
		Dustin Swander

The Council adjourned at 8:24pm.

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Christina Lewis, City Clerk